Greenville Public School District
RFP 972-1 Supplemental Assessment/Instruction Resource
Scope of Work

Statement of Need:

Greenville Public School District is seeking an integrated supplemental assessment and instruction solution specifically designed and developed to address the Mississippi Standards in both reading and math in addition to challenging students to reach the standards at the highest level attainable.

Mandatory Program Requirements:

Bidders should complete the table below and respond point-by-point with a narrative explanation for all mandatory program requirements. At a minimum, the solution <u>must</u> meet the following requirements:

#	✔ DOES NOT MEET	✔ MEETS	SPECIFICATION
1			Lessons and activities designed for the English Language Arts (ELA) Mississippi College and Career Readiness Standards that target instruction at the sub-skill level
2			Lessons and activities designed for the Mathematics College and Career Readiness Standards that target instruction at the sub-skill level
3			Appropriate embedded scoring procedures including student, class, school, and district level real-time reporting
4			Acceptable normed statistical characteristics, including evidence of validity and reliability as well as appropriateness of use with all students
5			Online, vendor hosted, adaptable diagnostic assessment for students in grades K-12 in ELA
6			Online, vendor hosted, adaptable diagnostic assessment for students in grades K-12 in mathematics
7			Customizable learning progressions for individual students, classes, and grade levels with instructional grouping capabilities as well as grade level standards assessments
8			Automated individual learning progressions that are supported with computer-assisted instruction, which also provide and assign additional point-of-use instructional support material and activities based on skill progression
9			Longitudinal data provided for individual students
10			User-friendly reporting system with easy-to-read reports with standard and flexible performance level bands
11			Addresses the components of reading and writing at the appropriate level, including comprehension, phonics, phonemic awareness, and vocabulary
12			Addresses the components of mathematics at the appropriate level, including numeracy, computation, and problem solving
13			Includes supplemental consumable (workbooks) for ELA/writing and Mathematics including practice problems and parent letters that provide extra support for mastering the College and Career Readiness Standards

#	✓ DOES NOT MEET	✓ MEETS	SPECIFICATION
14			Provides continuity between online program, consumable workbooks, and professional development (20 days)
15			Includes an online repository of digital lessons and resources for teachers, as well as classroom ELA and Math text dependent questions to further supplement teacher-led instruction, differentiation, and practice
16			ELA program must emphasize complex, authentic texts with informational and literary texts included equally and separately
17			Mathematics program must support the eight mathematical practices with a focus on conceptual math understanding and procedural fluency, supporting student mastery of the Mississippi College and Career Readiness Standards
18			Mathematics program must have been well-reviewed by EdReports
19			3-year proposal where both parties may come to an agreement to release services at any time

Vendor Profile and Questions

1. Provide a brief history and description of your company/organization including years in business and total number of employees.

2. Describe the professional development services provided with the product. Be sure to indicate whether the services are embedded, onsite, virtual, etc.

3. Describe your product's research base to include in-house and third-party studies that outline significant findings. Include recommended usage to obtain desired results.

4. Explain how your product meets the evidence-based instruction requirements of the Every Student Succeeds Act (ESSA).

5. Describe your ability to provide consistent support of the program for an extended period.

6. By what means does your company alert customers of impending program feature changes or upgrades?

7. How often are components/features upgraded?

8. Describe your company's support capabilities as it relates to the product and performance, including the hours of availability.

9. Describe in detail your customer support. Is it located within the boundaries of the United States? Is it staffed with employees or third-party contractors?

Proposal Format:
Bidders must organize their response as follows:

I.   Cover Letter

      A. Stipulate any exceptions to terms or deviations from the scope of work

      B. Stipulate that your proposal is valid for 90 days from the bid opening date

    C. Provide name, title, phone, and email information for contact person authorized to negotiate a contract on your organization's behalf

II. Table of Contents

    A. Should be consecutively paginated within each chapter/tab for ease of evaluation

III. Executive Summary

    A. Provide a two-page summary of the proposed solution, alignment with scope of work specifications, benefits and differentiators

IV. Scope of Work

    A. Completed Mandatory Requirements table
    B. Point-by-point response to each numbered Mandatory Requirement (use the same numbering scheme employed in the table)

V. Corporate Capabilities and Experience

    A. Description of firm, including date of founding, scope of services/expertise, # of personnel, and financial summary

    B. Ability to perform proposed scope of service

    C. Customer references-at least three, include contact name/phone/email plus brief description of program

VI. Implementation and Professional Plan

    A. Project management/organizational chart showing project-specific reporting structure. Who is the primary point of contact for all contract deliverables and questions?

    B. Draft implementation and professional development plan-from contract award through administration through closeout, one full year's plan for all program-related tasks and deliverables, with assigned personnel, expected outcomes, and estimated duration for each activity
    C. Customer service and technical support-hours

VII. Cost Proposal

    A. Per student pricing
    B. Customer service/technical support fee, if applicable
    C. Professional development pricing
        • Onsite session price
        • Online session price